



MILWAUKEE COUNTY
Behavioral
Health
Division

myAvatar™

Tips and Tricks



Console Widgets and Console Views - use the guidelines below to access and use Console Widgets.

Beginning December 17, 2018, BHD will introduce new console widgets and console views in myAvatar. These have been developed to optimize certain clinical workflows.

- Console widgets (see #1, below): forms used in daily workflows are grouped together, similar to form “bundles.”
- Console views (see #2, below): Console widgets are grouped on a console view specific to a clinical staffing group or workflow (e.g., Social Workers, PCS/OBS RN's).

2 Console Views

1 Multi-form Console Widgets

Home

My Views: HOME VIEW Client Demographic Info Error Correction Console Inpatient Nursing Console **PCS/OBS RN Workflow Console** Social Worker Workflow Console eMAR

Selected Client: Cndr

Client Staff Site

My Clients

- Cndr's Castle (008167053)
- Dread Pirate Roberts (000313613)
- Harry Dog (008167048)
- Inigo Montoya (000752643)
- John Lennon (000000002)
- Lady Tremaine (008058500)
- Mickey Mouse (008167046)
- Minnie Mouse (008029560)
- Mr. Gus Gus (008052865)
- Prince Charming (008147474)
- Princess Buttercup (007025513)
- Robin Hood (008023301)

Recent Clients

Search Clients advanced

Close Open Clients

Forms & Data

My Forms

- Individual Progress Note

Recent Forms

PCS/OBS Admission

Action	Form Description	Episode	Date	Workflow Status
View	Admission	2		

Open Record New Record

OBS Admission Workflow

Action	Form Description	Episode	Date	Workflow Status
View	Individual Progress Note	2	11/13/2018	Final
View	Individual Progress Note	2	11/13/2018	Final
View	Morse Fall Risk Assessment	2		Final
View	Morse Fall Risk Assessment	2		Final
View	Broset Violence Checklist (BVC)	2	11/29/2018	

Open Record New Record

PCS/OBS Consents

Action	Form Description	Episode	Date	Workflow Status
--------	------------------	---------	------	-----------------

OBS Standard Workflow

Action	Form Description	Episode	Date	Workflow Status
View	Individual Progress Note	2	11/13/2018	Final
View	Individual Progress Note	2	11/13/2018	Final
View	Broset Violence Checklist (BVC)	2	11/29/2018	

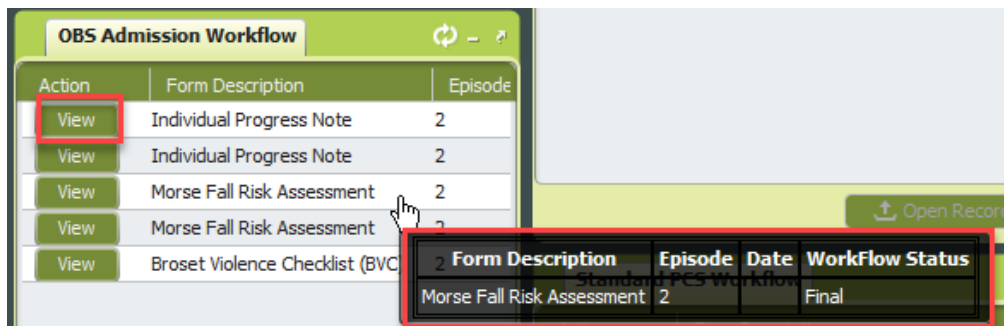
Open Record New Record

Standard PCS Workflow

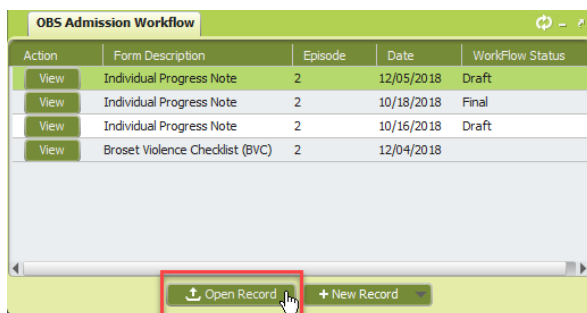
Action	Form Description	Episode	Date	Workflow Status
View	Individual Progress Note	2	11/13/2018	Final
View	Individual Progress Note	2	11/13/2018	Final
View	Morse Fall Risk Assessment	2		Final
View	Morse Fall Risk Assessment	2		Final
View	Broset Violence Checklist (BVC)	2	11/29/2018	

Console widgets differ from other custom widgets such as Legal Status and Client Contacts in several ways:

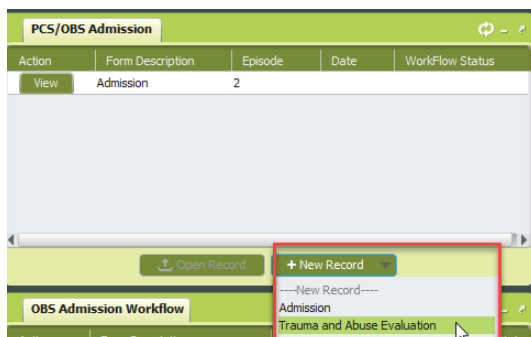
- Console widgets can consist of a single form or multiple forms.
- Form information in console widgets is always organized in 5 columns (Action, Form Description, Episode, Date, and Workflow Status).
- If the console widget size is reduced and not all columns are visible, you can hover your mouse over the widget to see the detail in a 'flyover' view.



- Selecting the View button allows you to view the record detail in the Console Widget Viewer without launching the form.
- If you need to edit an existing record, you can highlight the row and click *Open Record*.



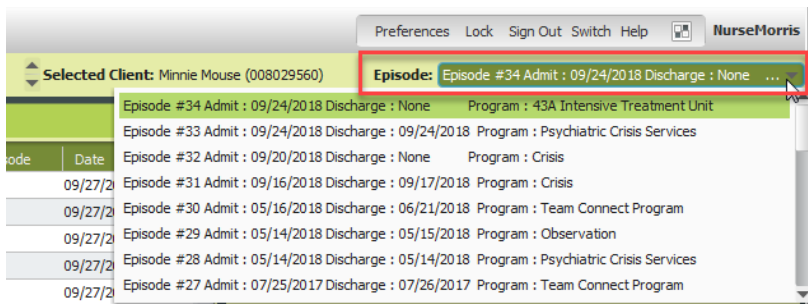
- You can add a new record by selecting the appropriate form from the *New Record* drop-down list.



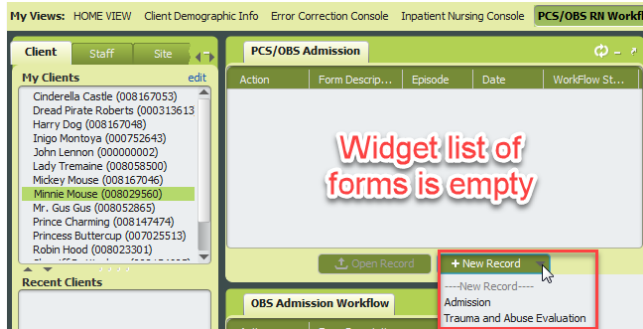
Using Console Widgets to Complete Specific Workflows

Each console widget is designed to capture a specific workflow (e.g., PCS/OBS Admission) and has a group of forms (except the Progress Note Console Widget, which only contains the Individual Progress Note Form) associated with that widget. To begin, select the client from the Client/Staff widget.

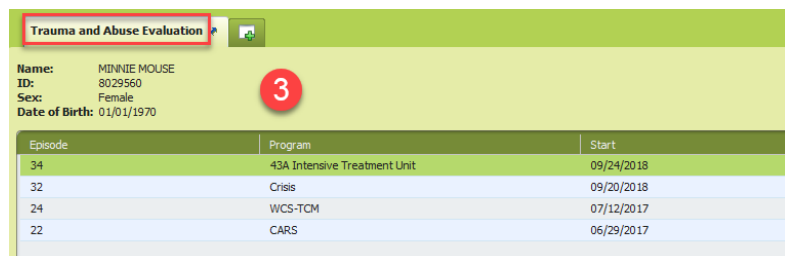
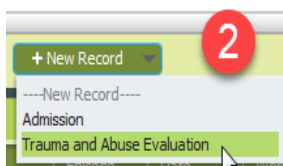
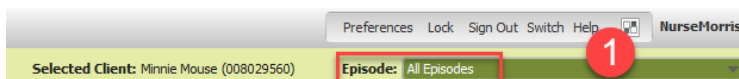
It is important to note the Episode Selection box in the upper right of the screen. The episode will default to the most recently opened episode. Selecting a New Record will use the episode selected in the Episode Selection box. When a specific episode is selected, and the form being opened is episodic, the form opens directly to the data entry screen skipping the episode pre-display since the episode number is passed through from the console view. **Use caution to select the appropriate episode as needed.**



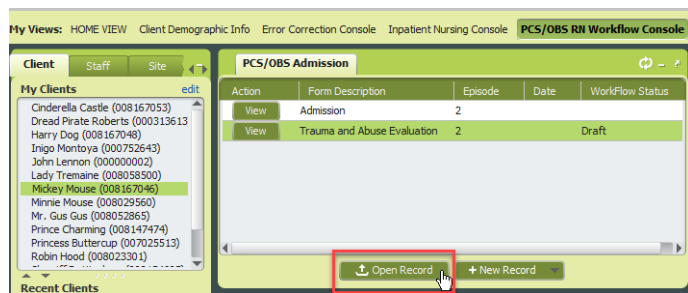
With the client selected, refer to a console widget (e.g. PCS/OBS Admission) to see what forms, if any, have been completed. If the console widget list is empty, forms in this workflow have not been completed. Click the drop-down arrow next to *New Record* to see a list of forms available for that console widget. Select the appropriate form as needed.



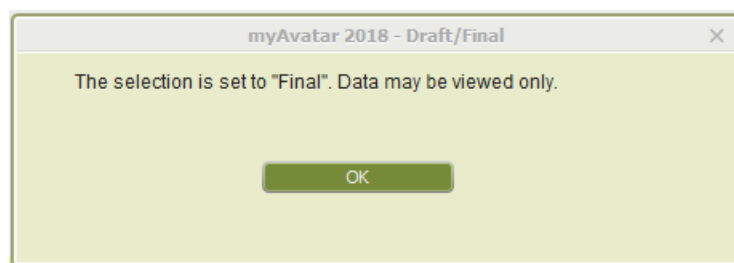
If you have selected an open episode prior to this step, the form opens directly to the data entry screen. If 'All Episodes' is selected (see #1, below), and the form being opened is episodic (see #2, below), the form opens to the episode pre-display screen (see #3, below) so you can select the appropriate episode prior to entering data.



In the screenshot below, the Admission Form has been completed and the Trauma and Abuse Evaluation is in draft status. To edit/complete the draft form, select the form and click *Open Record*. The form opens directly to the data entry screen.

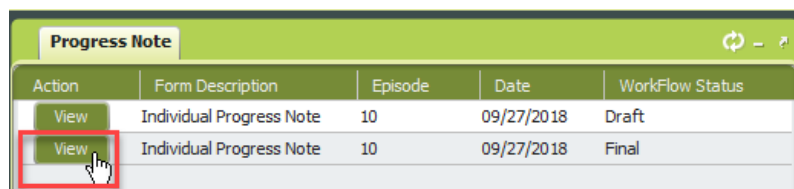


It's important to note that *Open Record* opens the highlighted form regardless of draft/final Status. A warning displays for final forms and a read only version of the record is displayed. For draft versions of the form, the record opens, and edits are permitted.



Console Widget Viewer

The Console Widget Viewer is a new widget for viewing record details at a glance. Click *View* for any form within the console widget.



For forms with document routing in draft status (or forms without document routing/draft/final status) the form opens in text format in the console widget viewer. Clicking *Open Record* opens the draft form and permits edits.

The screenshot displays a multi-paneled software interface. On the left, there are three panels: 'Progress Note', 'Social Worker Consents', and 'Social Worker Discharge'. Each panel contains a table with columns for 'Action', 'Form Description', 'Episode', 'Date', and 'Workflow Status'. In the 'Progress Note' panel, the 'Workflow Status' column shows 'Draft' for the first record and 'Final' for the second. Below each table are buttons for 'Open Record' and 'New Record'. On the right, the 'Console Widget Viewer' is open, displaying the 'Individual Progress Note' in text format. The text includes 'Note Type: Progress Note', a 'Note' section with a paragraph about a patient's sleep, 'Practitioner: WHITE, CYNTHIA C (005868)', and 'Draft/Final: Draft'. At the bottom of the console viewer, there are 'Open Record' and 'Close All' buttons.

For forms with document routing in final status, the document viewer pane is opened and the TIFF image of the document opens in the Console Widget Viewer. Clicking *Open Record* will close all tabs and open the form in read-only status. Click *Close All* to close all tabs.

This screenshot shows the same software interface as the previous one, but with the 'Progress Note' panel showing 'Final' status for both records. The 'Console Widget Viewer' on the right is now displaying a document viewer for the 'Individual Progress Note'. The document viewer includes a header with navigation icons, a page indicator '1 of 1', and a zoom level of '100%'. The document content includes 'Date Created: 11/13/2018 at 12:26 PM CST', 'Form Name: Individual Progress Note', 'Client's Name: CASTLE, CINDERELLA (008167053)', 'Client's DOB:', 'Milwaukee County Behavioral Health Div.', '9455 W Watertown Plank Rd.', 'Milwaukee, WI 53226-3559', 'Individual Progress Note', 'Progress Note For: Independent Note', 'Note Type: Care Management', 'Note: test', 'Practitioner: NORTON, DIANA', 'Draft/Final: Final', and 'Electronically Signed by: DIANA NORTON MD on 11/13/2018 at 12:26 PM CST Aut'. At the bottom of the console viewer, the 'Open Record' and 'Close All' buttons are highlighted with red boxes.

The Console Widget Viewer allows for multiple documents to open in the viewer. Toggle between each tab to open each document. To close a single document (tab), click on the X in the corner of the tab. To close all tabs, click *Close All*.

